

STEVEN L. ROGUT
DANIEL J. MCCARTHY
DIANE U. DABULAS
THOMAS J. BACE ††

ROGUT MCCARTHY LLC
COUNSELLORS AT LAW

ANN S. BEDDINGFIELD, Of Counsel †
PATRICE E. HEW

† ADMITTED IN NY AND NC ONLY
†† ALSO ADMITTED IN FL AND DC

37 ALDEN STREET
CRANFORD, NEW JERSEY 07016-2106

Telephone (908) 931-1150
Facsimile (908) 931-1151
Facsimile (908) 653-4832

November 19, 2018

**PROPOSAL TO PROVIDE
BOND COUNSEL SERVICES TO THE
BOROUGH OF ROSELLE PARK
FOR 2019**

GENERAL

Rogut McCarthy LLC provides representation to governmental entities, corporations and individuals in several specialized areas of practice: public finance; litigation; labor and employment law; municipal law; insurance/surety; and real estate. Our aggressively-sized firm brings together experienced attorneys dedicated to, and capable of, serving clients in an efficient, timely and result-oriented manner.

The firm appreciates the opportunity to serve as bond counsel to Roselle Park. Steven L. Rogut will serve as the contact person for the representation and will either personally perform or supervise all the work undertaken for the Borough. He will be assisted by Messrs. Bace and Calhoun and Ms. Beddingfield. Mr. Rogut will be available for any meeting concerning bonding.

PUBLIC FINANCE PRACTICE

Steven L. Rogut heads the firm's public finance practice, and is assisted by Messrs. Bace and Calhoun and Ms. Beddingfield. The firm presently serves as bond counsel to over 110 municipalities, counties, authorities, boards of education and fire districts in New Jersey. Representative clients include Holmdel, Millburn, Saddle River, the Warren Township Sewerage Authority, the Wayne Board of Education, and many municipalities in Union County, including Clark, Cranford, Scotch Plains, Garwood and Westfield. Attached as Appendix A is a list of bond issues for which this firm has served as bond counsel in the last three years.

As bond counsel to New Jersey municipalities, the firm provides comprehensive legal services in the financial area. Working closely with municipal finance officers, clerks, auditors and attorneys, public finance attorneys prepare the various documents required for a municipality to issue debt under the laws of the State of New Jersey and the Internal Revenue Code. In order to assure

the purchasers of municipal bonds and notes that the obligations they purchase have been issued in compliance with law, the firm renders an approving legal opinion as to the validity of the proceedings authorizing the bonds or notes, the security for the obligations, and the tax-exempt status of interest on the bonds or notes.

The firm has extensive experience in representing municipalities in obtaining sewer, water and open space acquisition loans from the New Jersey Environmental Infrastructure Trust Financing Program (the "Trust Program"). We have represented numerous borrowers in the Trust Program over the years. Mr. Rogut's personal experience with the Trust Program dates back to the inception of the Program in 1987 when he represented the City of Elizabeth, while employed at LeBoeuf, Lamb, Greene & MacRae in Newark and New York City. Mr. Rogut has a close working relationship with the Trust and NJDEP officials and staff, as well as their professionals and advisors.

The basic services provided to municipalities include: (1) preparation of bond ordinances; (2) preparation of note issues (bond anticipation notes, tax anticipation notes, emergency notes, etc.) with accompanying documentation and approving legal opinion; (3) preparation of bond issues with accompanying documentation and approving legal opinion; and (4) at the request of clients, legal research on municipal law questions.

Because bond ordinances constitute the basic authorization for both capital projects and the debt required to finance them, public finance attorneys are actively involved in providing expert advice as to the legality, under state and federal law, of proposed projects and the proper state law procedures for adoption of bond ordinances. We work closely with the municipal finance officer and auditor to make sure that funds are available for down payments (when required) and that supplemental debt statements and capital budget amendments are filed.

The issuance of notes requires our involvement in the preparation of the notes themselves and accompanying documentation as well as the planning of the sale of the notes by the municipal finance officer. For example, after verification that the bond ordinance under which bond anticipation notes are to be issued has been validly adopted (including proper advertisement), public finance attorneys work with the municipal finance officer in scheduling a sale of the notes to banks and investment houses. Due to the increasingly competitive market for notes, we strongly recommend to clients that they solicit bids from several potential purchasers and, upon request, we will provide a list of potential bidders.

Our involvement in bond sales is comprehensive. From work sessions with elected and appointed municipal officials, the auditor and the municipal attorney to discuss the size and terms of bond issues and determine a schedule for the issue, through the public sale of the bonds and concluding with the delivery of the bonds in exchange for payment at closing, public finance attorneys are intimately involved in all aspects of the transaction. Since our legal opinion is relied upon by the marketplace as assurance that the bonds have been legally issued and are tax exempt, and in order to maintain the reputation of the firm's clients in the financial community, we go to great lengths to ensure that a bond sale goes smoothly. We realize that bond issues are major events

for municipalities. Therefore, our attorneys look forward to explaining the many details of selling bonds to elected and appointed officials so as to provide them with understanding and comfort in making the decision to issue debt.

In providing the services described above, the firm is known for its willingness and ability to meet deadlines for the production of documents and for answers to various questions of municipal law and federal income tax law. We also make it a point to be readily accessible to our clients - either in person or over the phone.

BIOGRAPHIES (BOND COUNSEL)

Steven L. Rogut. Principal. Georgetown University A.B. '81 (magna cum laude). Georgetown University Law Center J.D. '85 (cum laude). Admitted to practice in 1985. He has been practicing public finance law since 1985 and has worked on major bond financings throughout the United States. In 1995, Mr. Rogut left the Newark office of a major international law firm (LeBoeuf, Lamb, Greene & MacRae) to be a co-founder of Rogut McCarthy PC in order to continue serving his New Jersey bond clients. He is experienced in general obligation bond transactions for New Jersey municipalities, counties and boards of education as well as authority revenue bond transactions and industrial development financings. He is a member of the National Association of Bond Lawyers. Mr. Rogut was the author of a chapter on municipal bonds in the New Jersey Municipal Clerk's Guidebook, and has lectured on bonds in the New Jersey Municipal Clerk's certification courses, courses for newly elected municipal officials, accounting continuing education courses and as a guest speaker for school business administrators' and Mayors' associations. Since 2009, he has organized and conducted quarterly meetings of New Jersey bond attorneys to share information and experiences to better serve public finance clients in the State.

Thomas J. Bace. Partner. University of South Carolina B.A. '95 (cum laude). Rutgers University School of Law (Camden) J.D. '98. Admitted to practice in New Jersey (1998), Florida (2007) and District of Columbia (2007). Mr. Bace joined the firm in 2007 after seven years with a prominent Monmouth County firm where he had broad experience in municipal, public finance and real estate law. He is primarily involved in the firm's general obligation bond practice.

Ann S. Beddingfield. Of Counsel. Mount Holyoke College A.B. '65 (National Merit Scholar). University of North Carolina School of Law J.D. '73. Columbia University School of Law L.L.M. (General) '80. New York University School of Law L.L.M. (Taxation) '84. Admitted to practice in North Carolina (1973), New York (1981) and Connecticut (1985). Ms. Beddingfield joined the firm in 2004 as Of Counsel after twenty years as a tax lawyer for several major bond firms in New York City, including Hawkins, Delafield & Wood and Brown & Wood. She participated on a national basis in housing, hospital, 501(c)(3), industrial development, solid waste and governmental bond issues. She has experience in drafting ruling requests submitted to the Internal Revenue Service. Ms. Beddingfield, in addition to performing the firm's tax work on bond issues, is also involved in all aspects of bond counsel representations on the State level and serves as trustee's counsel.

Peter J. Calhoun. Paralegal. Horizon Institute of Paralegal Studies '03. Mr. Calhoun has 15 years experience as a paralegal. He joined the firm in 2013 and works exclusively in the general obligation bond practice.

REFERENCES

Below are current bond counsel clients Mr. Rogut has served for well over ten years.

1. Township of Cranford
Ms. Lavona Patterson
Chief Financial Officer
Municipal Building
8 Springfield Avenue
Cranford, NJ 07016
(908) 709-7250
2. Township of Clark
Mr. John F. Laezza, Jr., CPA
Business Administrator/
Chief Financial Officer
Municipal Building
430 Westfield Avenue
Clark, NJ 07066
(732) 388-3839
3. Town of Westfield
Mr. Scott H. Olsen
Chief Financial Officer/Treasurer
Municipal Building
425 East Broad Street
Westfield, NJ 07090
(908) 789-4097, x4
4. Borough of Garwood
Christina M. Ariemma, RMC
Borough Administrator/
Municipal Clerk
Municipal Building
403 South Avenue
Garwood, NJ 07027
(908) 789-0710

FEE SCHEDULE

The fee for the approval of general obligation bonds at public sale consists of a base fee of \$5,000 plus a fee of \$1.00 per \$1,000 of bonds approved.

All issues of bonds regardless of the dollar amount require an additional \$1,000 charge for each series for an issue with multiple series of bonds.

Bond ordinances and other capital ordinances will be billed on the basis of \$400 per ordinance prepared or reviewed. Multipurpose ordinances will be billed at \$750. There is no charge for reviewing existing bond ordinances or other prior activities for new clients.

Issues for notes in anticipation of the issuance of bonds are based on a charge of \$50 per \$100,000 of notes prepared, or fraction thereof, with a minimum of \$500 for each issue of notes.

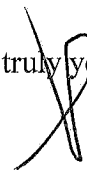
Disbursements are added separately as part of any billing.

The fee schedule does not cover matters requiring more than ordinary time and travel. Such schedule also does not apply to general obligation refunding issues or to revenue bond issues. Additional charges would be made for the public offering of bonds of the municipality and for an offering of notes of the municipality involving the preparation of an offering statement to accompany the Notice of Sale and the preparation of multiple notes. We do not bill separately for time spent on telephone calls or routine legal research in the course of doing our regular work for clients (bond ordinances, notes and bond issues). However, responses to inquiries involving research on complicated questions of law, review or preparation of financing documents for special financings, special tax counsel opinions, and attendance at meetings would be charged separately at the following hourly rates: \$150 for a partner, \$125 for an of counsel, and \$100 for an associate.

CONCLUSION

We appreciate the opportunity to respond to your request for proposal. If you have any questions, please do not hesitate to contact me.

Very truly yours,



Steven L. Rogut

SLR:nca

Appendix A

Rogut McCarthy LLC Bond Issues (2016-2018) Serving as Bond Counsel

\$7,105,000 Borough of North Arlington General Improvement Bonds dated 10/1/18

\$7,700,000 Borough of Norwood General Improvement Bonds dated 9/1/18

\$9,250,000 City of Garfield General Improvement Bonds dated 8/15/18

\$8,370,000 Borough of Glen Rock General Improvement Bonds dated 7/15/18

\$93,200,000 County of Union Combined Series Bonds dated 6/15/18

\$6,270,000 Borough of Park Ridge Combined Series Bonds dated 5/15/18

\$260,000 Borough of Upper Saddle River General Improvement Bonds dated 5/1/18

\$12,585,000 Town of Secaucus General Improvement Bonds dated 5/1/18

\$5,435,000 Borough of Manville General Improvement Bonds dated 5/1/18

\$9,615,000 Borough of Wood-Ridge General Improvement Bonds dated 4/15/18

\$7,000,000 Borough of Cresskill General Improvement Bonds dated 3/1/18

\$36,000,000 Borough of Paramus Combined Series Bonds dated 2/15/18

\$9,700,000 Township of Cranford General Improvement Bonds dated 1/15/18

\$1,395,000 Township of Lyndhurst Water Utility Refunding Bonds, Series 2017 dated 12/21/17

\$42,435,000 County of Union Combined Series Refunding Bonds (Series 2017) dated 12/14/17

\$3,300,000 County of Union County College Bonds of 2017 (Chapter 12 State Aid) dated 12/1/17

\$6,390,000 City of Garfield Combined Series Refunding Bonds (Series 2017) dated 12/5/17

\$6,470,000 Borough of Lodi General Improvement Bonds dated 11/1/17

\$4,900,000 Borough of River Edge General Improvement Bonds dated 11/1/17

\$15,650,000 Township of Woodbridge Sewer Utility Refunding Bonds (Series 2017) dated 10/10/17

\$9,500,000 Town of Westfield General Improvement Bonds dated 9/15/17

\$4,087,000 Borough of Wallington General Improvement Bonds dated 9/15/17

\$8,590,000 Borough of Woodland Park General Improvement Bonds dated 9/1/17

\$4,535,000 Township of Harding Refunding Bonds (Series 2017) dated 6/29/17

\$2,500,000 Township of Roxbury General Improvement Bonds dated 6/1/17

\$3,030,000 Borough of Point Pleasant Beach Combined Series Refunding Bonds (Series 2017) dated 5/23/17

\$6,220,000 Borough of Chatham Combined Series Bonds dated 4/1/17

\$8,125,000 Borough of Palisades Park General Improvement Bonds dated 4/1/17

\$9,685,000 Borough of Saddle River General Improvement Bonds dated 3/15/17

\$8,070,000 Borough of Watchung Refunding Bonds (Series 2017) dated 3/22/17

\$15,600,000 Township of Clark Combined Series Bonds dated 3/15/17

\$9,525,000 Township of Scotch Plains General Improvement Bonds dated 1/1/17

\$7,285,000 Town of Secaucus Refunding Bonds (Series 2016) dated 12/8/16

\$3,835,000 Borough of Chatham Combined Series Refunding Bonds (Series 2016) dated 11/23/16

\$3,655,000 Oxford Board of Education School Refunding Bonds (Series 2016) dated 11/14/16

\$6,830,000 City of Garfield General Improvement Bonds dated 8/15/16

\$14,884,000 Cedar Grove Board of Education School Bonds dated 8/15/16

\$6,500,000 West Milford Board of Education School Bonds dated 7/15/16

\$9,500,000 Township of Springfield General Improvement Bonds dated 7/15/16

\$3,000,000 County of Passaic Combined Series Bonds dated 7/7/16

\$77,500,000 County of Union Combined Series Bonds dated 6/15/16

\$7,285,000 Borough of Woodland Park Refunding Bonds (Series 2016) dated 5/5/16

\$4,685,000 Township of Holmdel Refunding Bonds, Series 2016, dated 3/24/16

\$3,205,000 Borough of Englewood Cliffs Refunding Bonds (Series 2016) dated 3/23/16

\$6,135,000 Borough of North Arlington Refunding Bonds, Series 2016, dated 3/17/16

\$8,170,000 Borough of Watchung General Improvement Bonds dated 2/15/16

\$5,575,000 Township of Clark Refunding Bonds (Series 2016) dated 1/29/16

BOROUGH OF ROSELLE PARK

SUBMISSION CHECKLIST

THE FOLLOWING ITEMS, AS INDICATED BELOW <input checked="" type="checkbox"/> , SHALL BE PROVIDED WITH THE RECEIPT OF SEALED SUBMISSIONS		Initial Here
<input checked="" type="checkbox"/>	Completed RFP Checklist	SLR
<input checked="" type="checkbox"/>	Completed Submission Form / Qualification Statement	SLR
<input checked="" type="checkbox"/>	Statement of Ownership Disclosure	SLR
<input checked="" type="checkbox"/>	Non-Collusion Affidavit	SLR
<input checked="" type="checkbox"/>	Required EEO/Affirmative Action Evidence & Signed Compliance Notice	SLR
<input checked="" type="checkbox"/>	Acknowledgement of Americans with Disabilities Act Language of 1990	SLR
<input checked="" type="checkbox"/>	Disclosure of Investment Activities in Iran	SLR
<input checked="" type="checkbox"/>	Insurance Requirement Acknowledgement Form	SLR
<input checked="" type="checkbox"/>	Certification Regarding Political Contributions	SLR
<input checked="" type="checkbox"/>	New Jersey Business Registration Certificate of Vendor	SLR
<input checked="" type="checkbox"/>	W-9 of Vendor	SLR

This checklist is provided for vendor's use in assuring compliance with required documentation; however, it does not include all submission requirements and does not relieve the vendor of the need to read and comply with the RFP.

Name of Vendor: Rogut McCarthy LLC

Date: November 19, 2018

Signature: X.

Print Name: Steven L. Rogut

Title: President

BOROUGH OF ROSELLE PARK

SUBMISSION FORM / QUALIFICATION STATEMENT

(ATTACH ADDITIONAL SHEETS AS NECESSARY,
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS
AND TYPE/WRITE: "SEE ATTACHED")

1. Names and roles of the individuals who will perform the services and description of their education and experience with projects similar to the services contained herein:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

(ATTACH ADDITIONAL SHEETS AS NECESSARY,
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS
AND TYPE/WRITE: "SEE ATTACHED")

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

SUBMISSION FORM / QUALIFICATION STATEMENT
(CONTINUED)

(ATTACH ADDITIONAL SHEETS AS NECESSARY,
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS
AND TYPE/WRITE: "SEE ATTACHED")

3. Description of ability to provide the services in a timely fashion (including staffing, familiarity and location of key staff):

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

(ATTACH ADDITIONAL SHEETS AS NECESSARY,
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS
AND TYPE/WRITE: "SEE ATTACHED")

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no text or other markings on the paper.

(Sign Below)

Fax No.: (908) 931-1151

BOROUGH OF ROSELLE PARK

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

THIS STATEMENT SHALL BE COMPLETED, CERTIFIED TO, AND INCLUDED WITH ALL BID AND PROPOSAL SUBMISSIONS. FAILURE TO SUBMIT THE REQUIRED INFORMATION IS CAUSE FOR AUTOMATIC REJECTION OF THE BID OR PROPOSAL.

Name of Organization: Rogut McCarthy LLC

Organization Address: 37 Alden Street, Cranford, NJ 07016

Part I

Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☐ For-Profit Corporation (any type)
- ☒ Limited Liability Company (LLC)
- ☐ Partnership
- ☐ Limited Partnership
- ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): _____

Part II

- ☒ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST ON THE NEXT PAGE IN THIS SECTION)**

OR

- ☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

STATEMENT OF OWNERSHIP DISCLOSURE
(Continued)

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address
Steven L. Rogut	333 Central Avenue, Apt. 405, Westfield, NJ 07090
Daniel J. McCarthy	719 Lawrence Avenue, Westfield, NJ 07090

Part III

DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

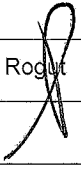
Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address

STATEMENT OF OWNERSHIP DISCLOSURE
(Continued)

Part IV
Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the Borough of Roselle Park is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with the Borough of Roselle Park to notify the Borough of Roselle Park in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the Borough of Roselle Park to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Steven L. Rogut	Title:	President
Signature:		Date:	11/19/18

BOROUGH OF ROSELLE PARK

NON-COLLUSION AFFIDAVIT

State of New Jersey
County of Union

ss:

I, Steven L. Rogut of the ~~City~~ Township of Cranford in
the County of Union and State of New Jersey full age, being duly
sworn according to law on my oath depose and say that:

I am President of the firm of Rogut McCarthy LLC
(Title or Position) (Name of Firm)


the bidder making this Proposal for the above named project, and that I executed the said proposal with full
authority so to do; that said bidder has not, directly or indirectly entered into any agreement, participated in any
collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above
named project; and that all statements contained in said proposal and in this affidavit are true and correct, and
made with full knowledge that the Borough of Roselle Park relies upon the truth of the statements contained in
said proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure
such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee,
except bona fide employees or bona fide employees or bona fide established commercial or selling agencies
maintained by _____ (name of contractor).


Subscribed and sworn to

before me this 19th day

of November, 2018.

X. 
Signature

Steven L. Rogut, President
(Type or print name of affiant under signature)


Nancy C. Arena
Notary public of
NANCY C. ARENA
A Notary Public of New Jersey
My Commission expires 10/02/2021

BOROUGH OF ROSELLE PARK

AFFIRMATIVE ACTION COMPLIANCE NOTICE

N.J.S.A. 10:5-31 and N.J.A.C. 17:27

**GOODS, PROFESSIONAL SERVICE
AND GENERAL SERVICE CONTRACTS**

This form is a summary of the successful bidder's requirement to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

The successful bidder shall submit to the public agency, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

- a) A photocopy of a valid letter that the contractor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);

OR

- b) A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-4;

OR

- c) A photocopy of an Employee Information Report (Form AA302) provided by the Division and distributed to the public agency to be completed by the contractor in accordance with N.J.A.C. 17:27-4.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) from the contracting unit during normal business hours.

The successful vendor(s) must submit the copies of the AA302 Report to the Division of Contract Compliance and Equal Employment Opportunity in Public Contracts (Division). The Public Agency copy is submitted to the public agency, and the vendor copy is retained by the vendor.

The undersigned vendor certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.1 et seq. and agrees to furnish the required forms of evidence.

The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

COMPANY: Rogut McCarthy LLC

SIGNATURE: 

PRINT NAME: Steven L. Rogut

TITLE: President

DATE: 11/19/18

BOROUGH OF ROSELLE PARK

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted Borough employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken

EXHIBIT A
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS
(Continued)

without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at ww.state.nj.us/treasury/contract_compliance).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27**.

Certification 21110

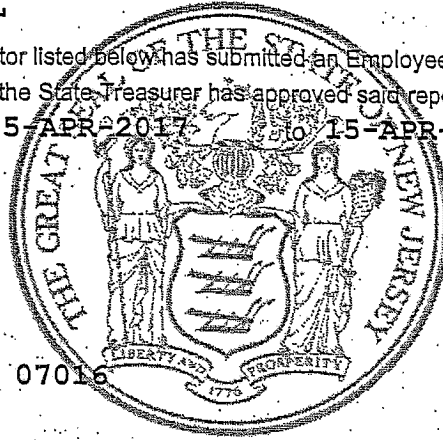
CERTIFICATE OF EMPLOYEE INFORMATION REPORT

RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of ~~15-APR-2017~~ to ~~15-APR-2024~~

ROGUT MCCARTHY LLC
37 ALDEN STREET
CRANFORD

NJ 07016



Ford M. Scudder

FORD M. SCUDDER
State Treasurer

BOROUGH OF ROSELLE PARK

AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability

The Contractor and the Owner, do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (42 U.S.C. *§12101* et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

The undersigned vendor consents to the full understanding of the forgoing Americans with Disabilities Act Language of 1990:

Bidder/Vendor: Rogut McCarthy LLC

Signature: 

Full Name (Print): Steven L. Rogut

Title: President

Date 11/19/18

BOROUGH OF ROSELLE PARK

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN

PART 1: CERTIFICATION

BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX.

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a bidder's proposal non-responsive.

PLEASE CHECK EITHER BOX:

☒ I certify, pursuant to Public Law 2012, c. 25, that neither the person/entity listed above nor any of the entity's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

☐ I am unable to certify as above because I or the bidding entity and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

PART 2

PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the form below. (PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, USE ADDITIONAL PAGES).

Name: _____

Relationship to Bidder/Vendor: _____

Description of Activities: _____

Duration of Engagement: _____ Anticipated Cessation Date: _____

Bidder/Vendor: _____

Contact Name: _____ Contact Phone Number: _____

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN
(Continued)

CERTIFICATION

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the below-referenced person or entity. I acknowledge that the Borough of Roselle Park is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of contracts with the Borough of Roselle Park to notify the Borough of Roselle Park in writing of any changes to the answers or information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreements(s) with the Borough of Roselle Park and that the Borough of Roselle Park at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): Steven L. Rogut

Signature: 

Title: President

Date 11/19/18

Bidder/Vendor: Rogut McCarthy LLC

BOROUGH OF ROSELLE PARK

INSURANCE REQUIREMENTS AND ACKNOWLEDGEMENT FORM

Certificate(s) of Insurance shall be filed with the Borough Clerk's Office upon award of contract by the governing body

The minimum amount of insurance to be carried by the Professional Service Entity shall be as follows:

PROFESSIONAL LIABILITY INSURANCE

Limits shall be a minimum of \$1,000,000.00 for each claim and \$1,000,000.00 aggregate each policy period.

Acknowledgement of Insurance Requirement:

SIGNATURE: _____

DATE: 11/19/18 _____

Steven L. Rogut, President

(Printed Name & Title)

BOROUGH OF ROSELLE PARK

CERTIFICATION REGARDING POLITICAL CONTRIBUTIONS

STATE OF NEW JERSEY

: SS.

COUNTY OF UNION

I, Steven L. Rogut, _____ of the Township of
Cranford in the County of Union and the State of New Jersey, of _____
_____ full age, being duly sworn

according to law on my oath depose and say that:

I am the President of the firm of
Rogut McCarthy LLC, the Professional Service Entity making the
submissions for the above named Service, and that I executed the said submission with full authority to do
so; that said Professional Service Entity acknowledges that it is aware that the Borough of Roselle Park
pursuant to Section 2-4 of the Borough Code prohibits the awarding of any public contract to any
Professional Service Entity that has contributed in excess of two hundred (\$200.00) dollars to a campaign
committee of any Borough of Roselle Park candidate or holder of the public office having ultimate
responsibility for the award of the contract, or to any Borough of Roselle Park or Union County Party
Committee, or to any political action committee (PAC) that is organized for the primary purpose of
promoting or supporting Borough of Roselle Park municipal candidates or municipal officeholders, within
one (1) calendar year immediately preceding the date of the contract or agreement.

I further warrant that pursuant to Roselle Park Borough Section 2-4, a "professional service provider"
seeking a public contract means: an individual, including the individual's spouse, if any, and any child
living at home; person; firm; corporation; professional corporation; partnership; organization; or
association. The definition of a service provider includes all principals who own one (1%) percent or more
of the equity in the corporation or business trust, partners, and officers in the aggregate employed by the
provider as well as any subsidiaries directly controlled by the service provider.

I further warrant that I have reviewed Borough Code Section 2-4.

I hereby certify that the foregoing statements made by me are true. I am aware that if any of the foregoing
statements made by me are willfully false, I am subject to punishment for contempt of Court.

Subscribed and sworn to before me
this 19th day of November, 20 18

Nancy C. Arena
(Signature of Notary) **NANCY C. ARENA**
A Notary Public of New Jersey
My Commission Expires 10/02/2021
(Affix Seal)

X
(Signature of Professional)
Name: Steven L. Rogut
Title: President

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, N J 08646-0252

TAXPAYER NAME:
ROGUT MCCARTHY LLC

TRADE NAME:

ADDRESS:
37 ALDEN STREET
CRANFORD NJ 07016
EFFECTIVE DATE:

SEQUENCE NUMBER:
1376847

12/06/07

ISSUANCE DATE:
12/27/07

James J. Fusione
Acting Director
New Jersey Division of Revenue

FORM BRC(08-01)

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Rogut McCarthy LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) **C**

Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

☐ Other (see Instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)

37 Alden Street

6 City, state, and ZIP code

Cranford, New Jersey 07016

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number

			-			-			
--	--	--	---	--	--	---	--	--	--

or

Employer identification number

2	6	-	1	5	4	6	9	9	3
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign
Here

Signature of
U.S. person ▶

Date ▶

11/19/18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

• Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

• Form 1099-C (canceled debt)

• Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

END OF DOCUMENT